



COUNTY OF LOS ANGELES  
DEPARTMENT OF PARKS AND RECREATION  
*"Creating Community Through People, Parks and Programs"*



Tim Gallagher, Director

February 3, 2004

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

Dear Supervisors:

**ADOPT AND ADVERTISE FOR A CONSTRUCTION PROJECT  
AND APPROVE THE YOUTH EMPLOYMENT PLAN  
FOR GENERAL IMPROVEMENTS AT  
RUBEN F. SALAZAR PARK AND SAYBROOK PARK  
C.P. NOS. 68807 & 68813  
SPEC. NO. 03-0060 & 03-0070  
(First District - 3 - Vote Matter)**

**JOINT RECOMMENDATION WITH THE CHIEF ADMINISTRATIVE OFFICER THAT  
YOUR BOARD:**

- 1 Find the project categorically exempt from the California Environmental Quality Act (CEQA).
2. Adopt Plans and Specifications No. 03-0060 for Ruben F. Salazar Park at an estimated construction cost of \$626,728, and Plans and Specifications No. 03-0070 for Saybrook Park at an estimated construction cost of \$78,117, and instruct the Executive Officer-Clerk of the Board to advertise for construction bids to be received and opened on March 9, 2004, in accordance with the "Instruction Sheet for Publishing Legal Advertisements" (Attachment E).
3. Approve the attached Youth Employment Plan (Attachment C).

**PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

The recommended actions will adopt the plans and specifications and authorize advertisement for construction bids for general improvements at Ruben F. Salazar Park and Saybrook Park.

The proposed improvements will enhance recreational activities to address increased public needs, and will refurbish deteriorated facilities. The following describes the proposed work at each park, which will be performed awarded under separately awarded construction contracts:

#### Ruben F. Salazar Park

Construct a outdoor picnic shelter with barbecue brazier and sink with counters adjacent to the Senior's building; install a picnic area sign; install an awning on north side of the Senior's building; paint the Senior's building exterior; surface and stripe two (2) parking lots at South Alma Avenue and Ditman Avenue; replace the wood floor and existing wood bleachers in the gymnasium; install a new signage kiosk and directional signage at park entries; upgrade the park's subsurface drainage system; construct concrete walkways; add brick dust to southeast ball field; and replace the irrigation system and improve landscaping at the north and northeast areas of the park.

The proposed at-risk youth work will include striping the parking lot to comply with the Americans with Disabilities Act (ADA) as well as the installation of new ADA parking signs. This work will be performed by at-risk youth supervised by the Department of Parks and Recreation's (DPR) East County Community Services Agency.

If the lowest responsible bid is below the estimated construction cost, the project may also include, as additive alternative items, the installation of four (4) shade trees, four (4) concrete picnic tables, a concrete walkway in the open space between the tennis and basketball courts, a concrete strip east of the tennis courts, and vandal-resistant shields for seven (7) light fixtures at the southeast ball field. The additive alternative items are estimated at \$11,107, inclusive of a ten percent change order contingency.

#### Saybrook Park

In the multi-purpose/activity building replace the kitchen cabinets, kitchen countertops, kitchen floor tile, and paint the interior kitchen walls; refurbish the multi-purpose/activity building roof; install six (6) concrete picnic tables and an acrylic awning over the steel frame trellis in the enclosed patio; install a new modular building with concrete slab for use as a computer lab; add brick dust and renovate turf at the ball field; and install trees throughout the park.

Site preparation which includes demolition and site repairs associated with installation of the modular building will be included in the project construction. The modular building will be purchased and installed during construction through a purchase order coordinated through Internal Services Department (ISD).

The proposed at-risk youth work will include planting fifteen (15) 24" box trees. These youth will be supervised by the DPR's East County Community Services Agency.

If the lowest responsible bid is below the estimated construction cost, the project may also include, as additive alternative items, the replacement of all exterior doors, thresholds, door closures and exit devices on the multi-purpose/activity building. The additive alternative items are estimated at \$10,175, inclusive of a ten percent change order contingency.

#### IMPLEMENTATION OF STRATEGIC PLAN

The building and site improvements planned at Ruben F. Salazar Park, and Saybrook Park will enhance Fiscal Responsibility (Goal Number 4 of the County's Strategic Plan) by investing in public infrastructure.

Additionally, the installation of a new modular building to house a computer lab at Saybrook Park will offer the public beneficial services. These new services will support the County's Strategic Plan by investing in public infrastructure and Service Excellence (Goal Number 1) by offering high-demand services in a user friendly facility.

#### FISCAL IMPACT/FINANCING

##### PROJECT BUDGET IMPACT

Sufficient appropriation is available in the Fiscal Year 2003-04 Capital Project Budget under C.P. Nos. 68807 and 68813.

##### Ruben F. Salazar Park (C.P. No. 68807)

The construction cost estimate for this park is \$626,728, not including a change order contingency of \$62,673. The total project cost including plans and specifications, plan review, construction, change order contingency of \$62,673, consultant services, at-risk youth employment, and County services is currently estimated at \$923,000 (see Attachment A).

The additive alternative items are currently estimated at \$11,107. These items will only be included in the construction if sufficient funds are available in the project budget upon receipt of bids.

The proposed project is funded by:

- Safe Neighborhood Parks Proposition of 1992, under Section (8), Subsection (a), Paragraph (2), Subparagraph (K), provided \$567,000;  
First District Extraordinary Maintenance funds allocated in FY 1999-00, provided \$356,000.

Saybrook Park (C.P. 68813)

The construction cost estimate for this park is \$78,117 which includes site preparation for the modular building, but not including a change order contingency of \$21,978. The construction cost estimate for purchase and installation of the modular building is \$77,055. The modular building purchase and installation will be through a purchase order coordinated through ISD. The total project cost including plans and specifications, plan review, make-ready activities, construction, installation of the modular building, a change order contingency of \$21,978, consultant services, and County services and at-risk youth employment is currently estimated at \$258,400 (see Attachment B).

The additive alternative items are currently estimated at \$10,175. These items will only be included in the construction if sufficient funds are available in the project budget upon receipt of bids.

The proposed project is funded by:

- Safe Neighborhood Parks Proposition of 1992, under Section (8), Subsection (a), Paragraph (2), Subparagraph (K), provided \$11,939;
- Safe Neighborhood Parks Proposition of 1996 under Section (3), Subsection (a), Paragraph (1), Subparagraph (VV), provided \$3,061;
- Safe Neighborhood Parks Proposition of 1996 under Section (3), Subsection (a), Paragraph (1), Subparagraph (O), to comply with ADA or senior facility improvements, provided \$120,000;
- Safe Neighborhood Parks Proposition of 1996, under Section (3) Subsection (a), Paragraph (3), competitive grant for at-risk youth recreation service facilities, provided \$102,400;
- First District Extraordinary Maintenance funds allocated in FY 1999-00, provided \$21,000.

Operating Budget Impact

In Fiscal Year 2000-01, DPR developed recommendations with the Chief Administrative Office to address funding of estimated startup and ongoing operational costs for new capital projects. Start-up and operating costs were developed for two-phases of improvements at Ruben F. Salazar Park and Saybrook Park. The operating costs reflect estimates for completion of Phases I and II of the Ruben F. Salazar Park and Saybrook Park projects. Phase I improvements have been completed, and this proposal addresses project costs for Phase II improvements.

The DPR anticipated an estimated startup cost of \$500 for supplies at Ruben F. Salazar Park and \$19,000 at Saybrook Park, which were approved by your Board in Fiscal Year 2000-01, and related to the completion of Phase I improvements. The equipment for Ruben F. Salazar Park and Saybrook Park was purchased in Fiscal Year 2000-01. Estimated annual operating costs of \$34,367 at Ruben F. Salazar Park, and

\$26,464 at Saybrook Park were approved in Fiscal Year 2000-01 for expenditures beginning in Fiscal Year 2001-02.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

A standard construction contract, in the form previously approved by County Counsel, will be used for each of the two projects.

As required by your Board, the following standard provisions have been incorporated into the project specifications: Solicitation of Improper Consideration by County Employees; Consideration for Employment Qualified Current or Former County Employees; Consideration to Hiring Qualified Employees in the County's Greater Avenues for Independence, and General Relief Opportunities for Work (GAIN/GROW) Program; Contractor Notification to Employees Regarding Potential Eligibility for Federal Earned Income Credit; Local Small Business Preference; Contractor Employee Jury Service Program; Contractor Responsibility and Debarment; Child Support Compliance Program; and Safely Surrendered Baby Law.

As required by your Board, language has been incorporated into the specifications stating that the Contractor shall acknowledge that the County has established a goal of ensuring all individuals who benefit financially from the County through contracts are in compliance with their court-ordered child, family, and spousal support obligations, and Contractors shall provide identifying information concerning principal owners to the District Attorney's Office, as requested.

As part of DPR's program to fulfill the Youth Employment Minimum Obligation adopted for the County by your Board on June 26, 1997, language has been incorporated into the project specifications encouraging the Contractor to employ at-risk youth from the community in the construction of the projects. In addition, the attached Youth Employment Plan (See Attachment C) identifies tasks that will be performed by at-risk youth under DPR's supervision, and must be adopted by your Board prior to DPR incurring any District-funded development costs.

In accordance with your Board's request of February 3, 1998, these contract opportunities will be posted on the County's Office of Small Business web site upon your Board's approval.

### **CONTRACTING PROCESS**

Attachment D is the "Instruction Sheet for Publishing Legal Advertisements." Advertising an "Offer to Consider Equivalents" is not warranted since materials are covered by descriptive technical specifications adequate for competitive bidding.

Community Business Enterprise (CBE) participation in the project will be enhanced through the Capital Project CBE Outreach Program and by the requirement that bidders demonstrate their good faith efforts to utilize CBE.

The design consultant for the two projects is Jubany Architecture. The projects were originally conceived as part of a four park project, the Various East Los Angeles Building and Landscape Improvements Project at Ruben F. Salazar Park, Saybrook Park, East Side Eddie Heredia Boxing Club, and Atlantic Park. Later, however, Atlantic Park and the East Side Eddie Heredia Boxing Club were eliminated from the project (Atlantic Park after the design development phase, and the Eastside Eddie Heredia Boxing Club after the construction document phase).

Utilizing the As-Needed Design Services Agreement No. 71870, previously approved by your Board on December 8, 1998, DPR issued a Notice to Proceed to Jubany Architecture on May 17, 1999, to prepare construction plans, specifications, and provide construction observation services during the construction phase of the four park project for a fee of \$60,500. On November 18, 1999, an additional Notice to Proceed was issued to the consultant, in the amount of \$7,496, for a field survey at Ruben F. Salazar Park to assess the improper drainage conditions and recommend construction measures to improve these conditions.

Subsequently, the elimination of Atlantic Park and the Eastside Eddie Heredia Boxing Club from this project reduced the design contract fee by \$25,894. On June 7, 2000, an additional Notice To Proceed was issued to the Consultant in the amount of \$53,790, to prepare construction plans and specifications and provide construction observation services for additional scope of work elements which included parking lot renovation, gym floor replacement, and site drainage at Ruben F. Salazar Park and other work at Saybrook Park.

On October 16, 2003, an additional Notice To Proceed was issued to the Consultant in the amount of \$10,649 under the new As-Needed Design Services Agreement No. 10198, previously approved by your Board on November 26, 2002, to prepare separate bid drawing and specification packages for Ruben F. Salazar Park and Saybrook Park.

A mandatory pre-bid meeting will be held at Ruben F. Salazar Park and Saybrook Park, to insure all bidders are familiar with site conditions and the requirements of this work. Construction bids will be opened on March 9, 2004. Upon opening of bids, DPR will return to your Board for award of a construction contract.

### **IMPACT ON CURRENT SERVICES (OR PROJECTS)**

It is anticipated that construction will begin in April 2004 at both parks, and will be completed in August 2004, at Saybrook Park, and October 2004, at Ruben F. Salazar Park. Each of the two parks will remain open during construction of the project. Therefore, to minimize the impacts of construction on park programs, construction at

Ruben F. Salazar Park will begin with the indoor improvements (gymnasium floor and bleachers) to accommodate the summer/fall basketball season, which will take place in the gymnasium. At Saybrook Park, the multi-purpose/activity building will be open to the public during construction operations with the exception of the kitchen, and the ball field will be closed during its landscape and infield renovations. Signs informing the public of the upcoming construction will also be posted at each park 30 days prior to the start of construction, and flyers will be circulated.

### **ENVIRONMENTAL DOCUMENTATION**

The proposed projects are categorically exempt from CEQA according to Sections 15301 (a), (d), and (h), and 15303 (e) of the Guidelines for the Implementation of CEQA, and Classes 1 (c), (d), (j), X (13), (14), 2 (b), and 3 (b) of the Los Angeles County Environmental Document Reporting Procedures and Guidelines, adopted by your Board on November 17, 1987.

### **CONCLUSION**

Please instruct the Executive Officer-Clerk of the Board to forward one (1) conformed copy of this letter to the Chief Administrative Office, Capital Projects Division, and four (4) conformed copies of this letter to the Department of Parks and Recreation for distribution.

Respectfully submitted,

  
For Tim Gallagher  
Director

David E. Janssen  
Chief Administrative Officer

Attachments (4)  
al:varelaadopt.lwp

c: Executive Office (22)  
County Counsel  
Department of Public Social Services (GAIN/GROW)

**ATTACHMENT A**

**ADOPT AND ADVERTISE FOR A CONSTRUCTION CONTRACT  
AND APPROVE THE YOUTH EMPLOYMENT PLAN  
FOR GENERAL IMPROVEMENTS AT RUBEN F. SALAZAR PARK  
C.P. NO. 68807, SPEC. NO. 03-0060  
(First District - 3 - Vote Matter)**

**PROJECT SCHEDULE**

Project Activity	Scheduled Completion Date	Revised Completion Date	Date Completed
1. Land Acquisition	N/A		N/A
2. Environmental Impact Report	N/A		N/A
3. Program	02-99		02-99
4. Schematic Design	08-99		08-99
5. Design Development	10-99		10-99
6. Construction Documents	09-01		03-03
7. Jurisdictional Approval	N/A		N/A
8. Construction Contract Award	03-04		
9. Construction Start	04-04		
10. Beneficial Occupancy	10-04		
11. Final Acceptance	12-04		

**II. PROJECT COST SUMMARY**

Cost Category	Estimated Project Cost	Impact of Proposed Action	Revised Project Cost	Expenditure & Encumbrance
1. Land Acquisition	N/A	N/A	N/A	N/A
2. Plans and Specifications	\$57,248	\$0	\$57,248	\$57,248
3. Plan Review	\$1,609	\$0	\$1,609	\$1,609
4. Make-Ready Activities	N/A	N/A	N/A	N/A
5. Construction				
a. Contract	\$626,728	\$0	\$626,728	\$0
b. Change Orders and Contingencies	\$62,673	\$0	\$62,673	\$0
6. Equipment	N/A	N/A	N/A	N/A
7. Consultant Services	\$28,556	\$0	\$28,556	\$28,556
8. County Services	\$143,337	\$0	\$143,337	\$104,701
9. Youth Employment Plan*	\$2,849	\$0	\$2,849	\$0
TOTAL	\$923,000	\$0	\$923,000	\$192,114

\* Including youth employment, supervision, and materials.



**ATTACHMENT B**

**ADOPT AND ADVERTISE FOR A CONSTRUCTION CONTRACT  
AND APPROVE THE YOUTH EMPLOYMENT PLAN  
FOR GENERAL IMPROVEMENTS AT SAYBROOK PARK  
C.P. NO. 68813, SPEC. NO. 03-0070  
(First District - 3 - Vote Matter)**

**I. PROJECT SCHEDULE**

Project Activity	Scheduled Completion Date	Revised Completion Date	Date Completed
1. Land Acquisition	N/A		N/A
2. Environmental Impact Report	N/A		N/A
3. Program	02-99		02-99
4. Schematic Design	08-99		08-99
5. Design Development	10-99		10-99
6. Construction Documents	09-01		03-03
7. Jurisdictional Approval	N/A		N/A
8. Construction Contract Award	03-04		
9. Construction Start	04-04		
10. Beneficial Occupancy	08-04		
11. Final Acceptance	10-04		

**II. PROJECT COST SUMMARY**

Cost Category	Estimated Project Cost	Impact of Proposed Action	Revised Project Cost	Expenditure & Encumbrance
1. Land Acquisition	N/A	N/A	N/A	N/A
2. Plans and Specifications	\$16,417	\$0	\$16,417	\$16,417
3. Plan Review	\$743	\$0	\$743	\$743
4. Make-Ready Activities	N/A	N/A	N/A	N/A
5. Construction				
a. Contract	\$78,117	\$0	\$78,117	\$0
b. Change Orders	\$21,978	\$0	\$21,978	\$0
c. Modular Building	\$77,055	\$0	\$77,055	\$0
6. Equipment	N/A	N/A	N/A	N/A
7. Consultant Services	\$4,320	\$0	\$4,320	\$4,320
8. County Services	\$56,040	\$0	\$56,040	\$28,802
9. Youth Employment Plan*	\$3,730	\$0	\$3,730	\$0
TOTAL	\$258,400	\$0	\$258,400	\$50,282

\* Including youth employment, supervision, and materials.

**ADOPT AND ADVERTISE FOR A CONSTRUCTION CONTRACT  
AND APPROVE THE YOUTH EMPLOYMENT PLAN  
FOR GENERAL IMPROVEMENTS AT  
RUBEN F. SALAZAR PARK AND SAYBROOK PARK  
C.P. NOS. 68807 & 68813  
SPEC. NO. 03-0060 & 03-0070  
YOUTH EMPLOYMENT PLAN**

**Background:**

The following describes the proposed work at each park:

**Ruben F. Salazar Park**

Constructing a Senior building outdoor picnic shelter with barbecue brazier and sink with counters; installing a Senior's picnic area sign; installing an awning on north side of Senior's building; resurfacing and restriping two (2) parking lots; replacing a wooden floor and existing wooden bleachers in the gymnasium building; installing a new signage kiosk and directional signage at park entries; upgrading the park's subsurface drainage system; constructing concrete walkways; adding brick dust to the southeast ball field; and replacing irrigation system and improving landscaping at the north and northeast areas of the park. In addition, the Department of Parks and Recreation (DPR) will utilize at-risk youth for parking lot restriping as well as installing ADA parking signs.

If sufficient funding is available upon receipt of bids, the project will also include as additive alternative items the installation of shade trees, four concrete picnic tables and a concrete walkway in the open space between the tennis and basketball courts, a concrete strip east of the tennis courts, and vandal resistant shields for seven light fixtures at the southeast ball field.

**Saybrook Park**

Replacing the multi-purpose/activity building's kitchen cabinets, kitchen countertops, kitchen floor tile, and painting the interior wall surface area of the kitchen; providing roof refurbishment at the multi-purpose/activity building; installing six concrete picnic tables and an acrylic awning over the steel frame trellis in the enclosed patio; installing a new modular building with concrete slab for use as a computer lab; and adding brick dust and renovating turf at the ball field. In addition, DPR will utilize at-risk youth to plant fifteen (15) 24" box trees at the project site.

If sufficient funding is available upon receipt of bids, the project may also include as additive alternative items replacement of all exterior doors, thresholds, door closures and exit devices on the multi-purpose/activity building.

**Task(s) that may be performed by at-risk youth:**

1. Ruben F. Salazar Park – Restriping parking lot and installing ADA signs (128 hours)
2. Saybrook Park – Planting trees (96 hours)

**Estimated Cost of Youth Employment at Ruben F. Salazar Park:**

Total estimated hours of youth employment:	128
Cost per hour:	x \$9.50
Total estimated cost of youth employment:	\$ 1,216.00

Estimated cost of materials: \$ 400.00

Estimated cost of supervision: \$ 1,233.00

**Estimated Cost of Youth Employment at Saybrook Park:**

Total estimated hours of youth employment:	96
Cost per hour:	x \$9.50
Total estimated cost of youth employment:	\$ 912.00

Estimated cost of materials: \$ 1,875.00

Estimated cost of supervision: \$ 943.00

**Method of Youth Employment:**

The contract documents will require the Contractor to make a good faith effort to employ at-risk youth from the community in which the project is being carried out, in conformance with the County's definition of "At-Risk Youth". In addition, DPR will utilize at-risk youth directly to accomplish the tasks identified above.

**Youth Employment Goal:**

Under the provisions of the Los Angeles County Regional Park and Open Space District policy on employment of At-Risk Youth, the Youth Employment Minimum Obligation (YEMO) of the County of Los Angeles is \$15,739,750 (equal to fifty percent of the total maintenance and servicing funding from Proposition A of 1992 and 1996).

The DPR is actively pursuing employment opportunities for at-risk youth on all projects. The current plan to meet the YEMO for DPR, and documented at-risk youth employment accomplished to date, are as follows:

	<u>YEMO GOAL</u>	<u>ACCOMPLISHED</u>	<u>REMAINING</u>
Project Support	\$5,246,583	(\$683,572)	\$4,563,011
Maintenance	\$5,246,583	(\$228,008)	\$5,018,575
Other new youth employment (various parks and other County programs)	\$5,246,584	(\$677,616)	\$4,568,968
<b>YEMO Totals</b>	<b>\$15,739,750</b>	<b>(\$1,589,196)</b>	<b>\$14,150,554</b>

**ATTACHMENT D**

February 3, 2004

TO: Executive Officer-Clerk of the Board of Supervisors  
County of Los Angeles  
State of California

FROM: Project Management Division  
Department of Parks and Recreation

Regarding: NOTICE INVITING CONSTRUCTION BIDS  
ON DRAWINGS AND SPECIFICATIONS  
LISTED UNDER PROJECT TABULATION

**ADVERTISE FOR A CONSTRUCTION CONTRACT  
FOR GENERAL IMPROVEMENTS  
AT  
RUBEN F. SALAZAR PARK AND SAYBROOK PARK**

**INSTRUCTION SHEET FOR PUBLISHING LEGAL ADVERTISEMENTS  
PUBLISHING**

In accordance with the State of California Public Contract Code Section 20125, and Government Code Sections 6060 and 6062, under which you may publish once a week for two weeks in a weekly newspaper, or ten times in a daily newspaper.

Also publish in the following:

1. Local paper.
2. Any newspaper requested by the **First** District.

Forward three reprints of the attached advertisement to the Project Management Division, Department of Parks and Recreation, 680 Wilshire Place, 3rd Floor, Los Angeles, California 90005.

**OTHER INSTRUCTIONS**

Dates indicated in "Official Notice Inviting Bids" are predicated on approval by the Board on **February 3, 2004**. Deferred action by the Board will necessitate adjustment of dates by the Department of Parks and Recreation.

**Project:** Ruben F. Salazar Park  
**Spec. No.** 03-0060

**Project:** Saybrook Park  
**Spec. No.** 03-0070

**OFFICIAL NOTICE - INVITING BIDS**  
**FOR TWO SEPARATE PROJECTS**

Notice is hereby given that the Executive Officer-Clerk of the Board of Supervisors will receive sealed bids in a place, time, and manner hereinafter described, for furnishing all materials, labor, and equipment required for the construction to complete the following separate park projects:

**PROJECT TABULATION**

<b><u>SPEC. NO.</u></b>	<b><u>PROJECT</u></b>	<b><u>DEPOSIT</u></b>	<b><u>DATE OF BID OPENING</u></b>
03-0060	Ruben F. Salazar Park	\$50.00 Nonrefundable	March 9, 2004
03-0070	Saybrook Park	\$50.00 Nonrefundable	March 9, 2004

There will be a mandatory pre-bid walk-through for each separate park project. The Ruben F. Salazar Park walk-through will be at 10:00 a.m. on Tuesday, February 17, 2004, starting at the west parking lot. The Saybrook Park walk-through will be at 1:00 p.m. on the same day. Attendance at the walk-through is mandatory. A bid submitted by a Contractor who has not attended the mandatory pre-bid walk-through for that project may be deemed not responsive for that reason.

Deadline for submitting bids for each of the two projects is **Tuesday, March 9, 2004, at 10:45 a.m.** The two projects are to be bid separately. Bids for each of the two projects will be opened the same morning at 11:00 a.m. at the Department of Parks and Recreation, 680 Wilshire Place, #300, Los Angeles, California 90005 in the third floor conference room.

Ruben F. Salazar Park project cost has been estimated at **\$599,982**

Saybrook Park project cost has been estimated at **\$71,015**

Construction time is to be a maximum of two hundred **(200)** calendar days for Ruben F. Salazar Park. Construction time is to be a maximum of one hundred forty **(140)** calendar days for Saybrook Park.

Bids shall conform to Drawings and Project Manual open to inspection in the Office of the Executive Officer-Clerk of the Board of Supervisors, and at **the Department of Parks and Recreation, 680 Wilshire Place, #300, Los Angeles, California 90005**. Copies of Project Manual and Drawings of the work to be bid upon can be obtained at the Department of Parks and Recreation, 680 Wilshire Place, #300, Los Angeles, California 90005.

Each bid shall be submitted on a form obtained at the address above. Bids for each of the two separate projects shall be sealed and filed at **680 Wilshire Place, #300, Los Angeles on or before 10:45 a.m.** on March 9, 2004. Bids for each of the two projects will be publicly opened, examined, and declared by the Department of Parks and Recreation at 11:00 a.m. this date, at 680 Wilshire Place, #300, Los Angeles, California 90005.

For information, call **Ms. Susan Pearson** at **(213) 738-2971**.

For each of the two separate projects bidders must comply with the provisions of the Bidding Requirements, General Conditions, and the Project Manual concerning bid guarantee, contract bonds, and insurance requirements. This project requires the Prime Contractor to possess a license classification of **“(A)” or “(B)”** at the time of submitting the bid. Contractor should verify to its satisfaction that the correct license is possessed for this type of project.

The Board of Supervisors reserves the right to reject any or all bids and also reserves the right to waive technical, trivial, or insubstantial errors and discrepancies in bids submitted in the public interest.

Pursuant to the Labor Code of the State of California, the State Department of Industrial Relations has determined the general prevailing rate of per diem wages for each craft or type of worker needed to execute any construction contracts which may be awarded to the successful bidder or bidders by the County of Los Angeles. In the event the Contractor or any subcontractor employed by Contractor pays a worker less than stipulated prevailing rate for such work or craft, the Contractor will be liable for all forfeits and additional wage payments as provided in Sections 1775 and 1776 of the Labor Code of the State of California.

Contractor may substitute securities for retention moneys to be withheld in accordance with the conditions of Public Contract Code Section 22300.

Bids must provide full disclosure on False Claim Act violations and civil/criminal legal actions as provided for on the respective attachments in the bid package. Failure to complete these forms may result in the determination that the bidder is non-responsive and/or not responsible.

Prior to the date and time of submission of bids, bidders shall submit separately to the District Attorney a completed Principal Owner Information (POI) Form if such form is not currently on file with the District Attorney. Bidders shall certify, in accordance with Section 2.200.600 of the County Code, that: 1) the POI Form has been appropriately completed and provided to the District Attorney with respect to the Contractor's principal owners; 2) the Contractor has fully complied with all applicable State and Federal reporting requirements relating to employment reporting for its employees; and 3) the Contractor has fully complied with all lawfully served Wage and Earnings Assignment Orders and Notices and will continue to maintain compliance. Such certification must be submitted on the Child Support Compliance Program (CSCP) Certification Form included as one of the proposal forms. Failure by the bidder to submit the CSCP

Certification (which includes certification that the POI Form has been submitted to the District Attorney) may result in the determination that a bid is non-responsive (County Code Section 2.200.070)

These terms shall also apply to proposed subcontractors of Bidders on County contracts.

Bidders are urged to familiarize themselves with bid documents and specifications package No. 03-0060 & 03-0070.

The County of Los Angeles encourages bids from all certified minority and women-owned firms. On final analysis and consideration of award, Contractor will be selected without regard to gender, race, creed, or color.

In evaluating bids, the County will give preference to businesses that are certified by the County as a Local Small Business Enterprise (Local SBE), consistent with Chapter 2.204 of the Los Angeles County Code. A Certified Local SBE is: 1) a business certified by the State of California as a small business enterprise; and 2) a business having its principal office currently located in Los Angeles County for a period of at least the past twelve months; and 3) certified by Office of Affirmative Action Compliance as meeting the requirements set forth in 1 and 2 above. Certified Local SBEs must request the SBE Preference in their solicitation responses and may not request the preference unless the certification process has been completed and certification affirmed. County must verify Local SBE certification prior to applying the preference. Sanctions and financial penalties may apply to a business that knowingly and with intent to defraud fraudulently seeks to obtain or maintain certification as a certified Local SBE.

Information about the State's small business enterprise certification regulations is in the California Code of Regulations, Title 2, Subchapter 8, Section 1896 et seq., and is also available on the California Department of General Services Office of Small Business Certification and Resources Website at <http://www.pd.dgs.ca.gov/smbus/default>.

Si necesita mas informacion sobre este anuncio, llame a la Sra. Sonia De La Pena, (213) 738-4367.

Published by order of the Board of Supervisors of the County of Los Angeles, State of California, dated February 3, 2004.

VIOLET VARONA-LUKENS  
EXECUTIVE OFFICER-CLERK OF THE  
BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES